

## Meeting Minutes for Forest Park Estates Condominium Association, Inc.

Meeting Type	Board
Meeting Date	07/10/2018
Location	Lakewood Library: 10200 W 20th Avenue Lakewood, CO 80215
Attendees	Shane Coffee Sarah Cavey Emily Bevington  Tiffani Willis, CMCA, CAM of Zeato Property Management
Called To Order	6:00 PM
Minutes Approval	Minutes of the prior meeting were reviewed and accepted as submitted.
Treasurer's Report	Financials were reviewed and accepted as follows:  Cash Operating                    \$15,318.58 Cash Reserve                    \$ 8,088.22 Cash Insurance Fund        \$38,998.94  Accounts Receivable \$25,976.94  The Association earned \$11.60 in interest
Manager's Report	There were no ARC Requests for review.  Actions ratified outside of a meeting included acceptance of the second ACV statement from the Insurance company authorized by the Board via email for Zeato to sign on the Association's behalf. The insurance claim is still pending and a new insurance adjuster has been assigned to the claim.  Executive Session was held regarding delinquent accounts at the attorney and legal opinions.  The house amendment that was passed by the ownership at the annual meeting is ready to be recorded. This document will be signed and notarized by the Board outside of the meeting. A copy of the document without the draft watermark on it will be requested and sent to the Board via email. A summary of the legal fees tied to the amendment will also be requested.

Financing options were reviewed as interest rates have changed. The financing discussion was tabled.

The audit is confirmed as being close to being finished, but still pending.

The stairs project was discussed. Due to the scope of the stairs, it may be more cost beneficial to move unit owners in the upper units during construction. Additional material considerations were discussed in an effort to minimize costs to the Association. Full metal stairs were unanimously denied. Wood stairs may be a lower cost option for consideration. There was a motion to table the discussion pending funding analysis and receipt of the audit.

There were no new violations to report.

#### New Business

The Bamboo is getting really tall. A motion was made, seconded and unanimously accepted to award the pruning to the current landscape company, TLC. Cost to trim vs tie will be requested from the landscaper. There are many sagging branches due to height of the plant.

Lighting options for under the stairs will be sent out to bid.

The next meeting is set for the 13th and notice will be posted to the owners within 10 days of the meeting to encourage participation. The agenda for the meeting on the 13th will be review of the reserve study for the membership.

Next Meeting Date 08/13/2018

Time Adjourned 7:45